



DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY BOARD OF GOVERNORS REGULAR MEETING PUBLIC SESSION MINUTES

Date: Wednesday, October 9, 2024

Location: Oshawa Campus, Durham College Boardroom A144

Members Present: Lisa Allen, Board Chair
Brandon Bird
Jim Brown
Melissa Bosomworth
Jeff Dornan
Kelly Doyle
John Ecker
Ian Murray
Jerry Ouellette (left the meeting at 6:31 p.m.)
Riya Parikh
Elaine Popp, President
Peter Pryce, Board Vice-Chair
Kwende Thomas
Dwight Townsend
Nathan Wilson

Regrets: Kalyan Chakravarthy

Staff Present: Jean Choi, VP, Academic and Students
Rick Hutchinson, VP, Strategic Infrastructure and Campus Safety
Barbara MacCheyne, VP, Corporate Services/Chief Financial Officer
Thom MacDonald, AVP, Enrolment and International Education
Melissa Pringle, Manager, Board Governance and Privacy
Bonnie St. George, VP, People, Equity and External Relations

1. CALL TO ORDER

With quorum present, the Chair called the meeting to order at 5:30 p.m.

There were no guests in attendance.

2. LAND ACKNOWLEDGEMENT

Governor Ecker offered the land acknowledgement.

3. CONFLICT OF INTEREST DECLARATIONS

The Chair asked if there were any conflicts of interest to declare. None noted.

4. PRESENTATIONS

4.1 Annual Governance Refresher

The Board received a presentation from Governor Townsend about governance best practices.

The Chair provided comments about the role of the Chair, the Board-President relationship and communications with the President outside of the meeting cycle, communication norms, and the influence that could be perceived when Governors contact employees in the organization or attend events on campus.

4.2 Introduction of Executive Leadership Team and Portfolio Overviews

The Board received a presentation from President Popp regarding the organizational structure of the leadership team. Each executive leadership team member introduced themselves and reviewed the highlights of their portfolio.

Governor Ouellette left the meeting.

5. CONSENT AGENDA

Moved by Governor Doyle

Seconded by Governor Murray

"That all items listed under the heading of consent agenda be adopted as recommended." CARRIED

5.1 Approval of Public Session Agenda - October 9, 2024

That the public agenda for the October 9, 2024 Board of Governors meeting be approved as presented

5.2 Approval of Public Minutes from the Board of Governors Meeting of June 12, 2024

That the public minutes from the June 12, 2024, Board of Governors meeting be approved as presented.

5.3 Report of the Governance Review Committee - September 16, 2024

That the report of the Governance Review Committee of September 16, 2024 be received for information and the following resolutions be adopted:

1. That By-law No. 3 of the Durham College of Applied Arts and Technology enacted on June 8, 2022, be repealed; and, that the new By-law No. 3. which establishes a College Advisory Council, be approved in the form and content provided to the Board;
2. That the Committee Terms of Reference policy be updated as presented; and,
3. That the Board-President Relations policy be updated as presented.

6. CHAIR'S REPORT

The following items were included in the Chair's report:

- The Chair congratulated Governor Chakravarthy for obtaining his ICD designation
- The Chair remarked about various recent events she had attended (20th anniversary of the retirees' association, Academic Kick-Off, and Harvest Dinner)
- The Chair reminded Governors to complete and return their annual leadership agreement and Conflict of Interest Declaration Forms.

7. CO-POPULOUS GOVERNORS' REPORT

There was no co-populous Governors' report.

8. DECISION ITEMS

None.

9. DISCUSSION ITEMS

9.1 Domestic and International Enrolment Update - Fall 2024 - Day 10 of Classes

The Board received a report from the Associate Vice-President, Enrolment and International Education confirming that the College's Day 10 fall 2024 enrolment was 13,531 students, representing 108.8% of the budget target and marking the largest fall enrolment in the College's history.

The Board questioned the Associate Vice-President, Enrolment and International Education regarding enrolment numbers at other institutions, if there were any concerns with being over budget, and why the College was so successful in its returning international student numbers.

9.2 Impact of Federal Government's Announcement to Further Limit International Students in Canada

The Board received a report from the Associate Vice-President, Enrolment and International Education concerning the recent federal government's announcement to reduce international student study permits by 10%, to make changes to the post-graduate work permit program, and other reforms that will impact international student enrolment.

The Board questioned the Associate Vice-President, Enrolment and International Education regarding media reports of students claiming refugee status and then reapplying as a domestic student, the decline in Canada's reputation internationally for education, and how the announced 10% reduction in study permits will impact the College's allocation. In response to questions, the Associate Vice-President, Enrolment and International Education advised that the Ministry had not notified the College of its allocation yet.

9.3 First Update on the 2024-2025 Business Plan

The Board received a report from the Vice-President, People, Equity, and External Relations, presenting the first update against the 2024-2025 Business Plan. Of the 100 actions, the Vice-President, People, Equity, and External Relations, reported that 12 are completed, 85 are on track, 2 are delayed, and 1 is cancelled. Furthermore, the Vice-President, People, Equity and External Relations, provided a few highlights of completed actions, including the launch of nine new programs and co-ops and the creation of a mental health guide to support employees who are serving students.

The Board questioned the Vice-President, People, Equity, and External Relations regarding the new format of the orientation week, the mental health guide and support for employees, and if the leadership team expects to complete all actions in the business plan.

9.4 Board Strategic Planning Session on October 17, 2024

The Board received an update from President Popp concerning the upcoming Board strategic planning session on October 17, 2024. President Popp reviewed the engagement exercise and the event's agenda and provided an update on consultations that had taken place to date with key constituents.

The Board questioned President Popp regarding the list of key constituents and what metrics were being tracked to determine if the different touchpoints (e.g., direct emails) resulted in participation.

10. INFORMATION ITEMS

The following items were presented for information only:

10.1 President's Update - June to October 2024

10.2 Program Advisory Committee Semi-Annual Report (October 2024)

10.3 New Directives Issued by the Ministry of Colleges and Universities

The Board questioned President Popp regarding whether the Ministry provided an opportunity to give feedback on implementing the Cost of Education Materials directive to better support the mandate's intent. In response to questions, the President advised that there was no consultation before the directive was implemented.

11. UPCOMING EVENTS

The Chair drew attention to the following upcoming events:

- ORSIE Impact Expo - October 25, 2024 at 9:00 a.m., Oshawa Campus
- Fall Convocation - Tribute Communities Centre - October 29 and 30, 2024
- Durham College Open House - November 9, 2024 at 10:00 a.m., Oshawa and Whitby Campuses
- Higher Education Summit - November 23 to 25, 2024

Governor Murray temporarily left and re-entered the meeting.

12. MOVE TO IN-CAMERA SESSION

Durham College By-law No. 1. provides for the Board of Governors to address, in-camera items of corporate business that the Board deems to be confidential to the College.

Moved by Governor Dornan

Seconded by Governor Pryce

“That the Durham College Board of Governors move in-camera after a 10-minute recess”. CARRIED

The Board recessed at 7:27 p.m. and reconvened in-camera at 7:40 p.m.

During the in-camera session, the Board discussed recommendations from its Standing Committees, the co-populous governor file, labour relations, and obligations under the Charities Accounting Act.

13. ADJOURNMENT

With no further business, the meeting ended at 8:41 p.m.



Lisa Allen
Board Chair



Melissa Pringle
Board Secretary